

Early Learning Hub of Linn, Benton & Lincoln Counties Governing Board Meeting Minutes

MEETING COMMENCED	2:00 pm, April 7, 2022 Online via Zoom
MEETING CALLED BY	Tonja Everest
PRESENTER	Jose Hernandez-Rosales
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Jinguang Lin, Sam Rounsavell, Carmen Santacruz, Kelly Schell, LeAnne Trask
MEMBERS OF THE PUBLIC PRESENT	Patience Foster
VERSION	Approved
RECORDED	Yes

Agenda topics

ROLL CALL	
Jeff Davis, Barb Dougherty, Dina Eldridge, Karol Elizondo, Tonja Everest, Laura Farmer, Susan Halliday, Melissa Isavoran, Lola Jones, Stephany Koehne, Steve Martinelli, Lorena Reynolds, Bettina Schempf, Lauren Sigman, Paul Smith	

DISCUSSION ITEM	Welcome and Introductions
Board Members introduced themselves.	
Tonja Everest introduced Steve Martinelli as the newest Linn County K-12 Representative.	
Kristi introduced Jinguang Lin as the new Data & Evaluation Coordinator for the Early Learning Hub.	

SPECIAL PRESENTATION	Jose Hernandez-Rosales, Lincoln County Community Inclusion initiative
Kristi introduced Jose and the Community Inclusion Team's work in Lincoln County. Board Members Lauren Sigman and Barbara Dougherty are also members of that team.	
Jose shared that the Community Inclusion Team (CIT) was started about two years ago under the guidance of the Early Childhood Technical Assistance Center (ECTA). ECTA is a national technical assistance center that focuses on building the state and local systems' capacity to improve the outcome for children with disabilities. They support the policy of parts B & C of the Individual Disabilities Education Act.	
Jose shared the staff roster of the CIT. He defined inclusion and discussed its mission of inclusion. The CIT wants to provide professional development for early childhood educators on inclusive, culturally responsive, and identity-affirming practices and sustain the early childhood education slots available to children with special needs.	

Jose shared a video about meaningful inclusion in early childhood. The CIT brings awareness of how inclusion supports children in the classroom. Data from Oregon and Lincoln County was shared. Jose shared a video of an interview with a parent and the impact of inclusion on her child. He shared about the CIT projects happening now and where they would like to go in the future.

Linn and Benton Counties are in the process of developing their own Community Inclusion Team Committees.

The Board asked about the Referral Info goal listed under the next steps column on Jose's presentation slide. He explained that it is about helping parents know where to go to have their child evaluated and making sure people in the community know that the ESD provides that service to children from birth to five.

The Board asked if there were EI/ECSE outreach materials available. The IHN is willing to share out information.

The Board asked about current funding sources and what sustainability for the future will look like. So far, ECTA does not provide funding, and partners are participating independently. In the future, there is hope that there will be funds from the Early Learning Division, especially around coaching and how that might help continue a broader reach into the community.

DIRECTOR'S REPORT	LBL Hub Updates
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Kristi shared that the Early Learning Hub has filled its last open position, Business Liaison, to work on child care expansion. The candidate has accepted starts on April 18th. He has twin three-year-olds and has exceptional business qualifications. The candidate has both the business lens and the passion for this work.

The Early Childhood Coordinating Council (ECCC) will be reconvened on April 20th. Regional Stewardship Committee work will be added to the ECCC agenda. The Hub has received guidance from the Early Learning Division on creating prioritization for Preschool Promise. This prioritization will be structured similarly to Head Start's ranking and point system. This will be done using the sector plan and the priority populations identified for our region. This work will be brought to the ECCC.

There is quite a bit of overlap in attendance between the ECCC and the P-3 Alignment workgroups. We will align both of those workgroups to meet on the same day. We will plan the agenda intentionally to maximize everyone's time by having individual meetings with an overlap of shared time for mutual agenda items. Workgroup members can leave early or join late to participate in the meeting parts that most pertain to them.

Kristi and Paul participated in the KPI Rules Advisory Committee (RAC). There was a discussion about narrowing the focus to exclude KPI funds from being used to pay for preschool. RAC members, including Kristi and Paul, gave compelling examples of how that change would negatively impact our communities, especially rural communities with no other service options. They decided not to make that change at this time. The

Early Learning Division stated they want KPI funds to be considered somewhat flexible funds for Hubs to invest in local projects.

The Board emphasized the importance of having members participate in committees strategically to get our voices heard by the right people and making sure to share the ground truth of how proposals will impact the work we do.

Kristi gave a brief update about the Dare to Lead training. She has ideas about how this training could be offered to the Board.

The Board was asked to share information about tabling events that the Early Learning Hub and Pollywog should attend. We want to share information about Preschool Promise and Pollywog with the community. The Early Learning Hub will have a table at an upcoming LBCC event.

Jeff announced that Family Connections is seeking a program assistant to focus on public information, marketing or web presence, and using technical and social media tools to help us connect with families and people to opportunities. Board members are encouraged to let potential candidates know about this posting.

Jeff shared that on April 23rd, Chinook Hall, a second LBCC Benton County location, will be opened. This new building has lots of parking, classrooms and labs and nice meeting space. This Board may have an opportunity to meet in that space when we resume face-to-face meetings. Everyone is invited to the dedication celebration on April 23rd. The Early Learning Hub will be sharing information about Preschool Promise and Pollywog, along with tables representing Family Resources and Education.

FISCAL REPORT	Matt Grams
Matt presented the revenue, expenditures, and miscellaneous reports for February 2022.	

CONSENT ITEMS	March 2022 Meeting Minutes
The Board was asked to approve the March 2022 meeting minutes.	
Motion: Bettina Schempf	
2 nd : Lola Jones	

Brown	Y	N	A	Farmer	Y	N	A	Martinelli	Y	N	A	Smith	Y	N	A
Burke	Y	N	A	Hall	Y	N	A	Miller	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Jones	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Koehne	Y	N	A	Schempf	Y	N	A				
Everest	Y	N	A	Manning	Y	N	A	Sigman	Y	N	A				

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Abstentions: Steve Martinelli	
The Board voted to approve the March 2022 meeting minutes.	

DISCUSSION ITEM	Strategy 9.2 RFA/Title IV-B2 Funds
Kristi discussed the funding amounts available for this RFA process listed in the Board packet. There is family support, family preservation, and general funds. Exhibit A explains	

how the funds can be used and examples of the types of programs. There was a discussion about the theory of change and system change strategies from Raise Up Oregon and how these Title IV-B2 funds can be used to support our mission.

Four to five Board Members are needed to form an RFA Planning Committee. It is suggested that planning team members not be part of a program that will benefit from the funding. A timeline for this project is detailed on page 16 of the Board Packet.

The Board asked how we can commit funds without a contract and if they should consider advocacy to the state about the status of the Early Learning Hub's contract. Kristi shared that the Network of Hub directors are meeting tomorrow, and this will be an agenda item. It was shared that other agencies like ESD are in the same situation with very delayed contracts from the state.

The Board asked if there was any reason to believe that our final contract would have reduced the funding levels. The answer was no. We do not have any reason to think that we would not receive the funds.

These funds must be spent down by June 30, 2022, or they will need to be returned to the state.

Those interested in participating in the RFA Planning Committee should contact Kristi. It was suggested that Kristi post some proposed meeting dates in Basecamp, and then committee members can respond if they can participate.

DISCUSSION VOTE		Strategy 9.2 RFA/Title IV-B2 Funds													
The Board was asked to approve the Strategy 9.2 RFA/Title IV-B2 Fund proposal.															
Motion: Paul Smith															
2 nd : Susan Halliday															
Brown	Y	N	A	Farmer	Y	N	A	Martinelli	Y	N	A	Smith	Y	N	A
Burke	Y	N	A	Hall	Y	N	A	Miller	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Jones	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Koehne	Y	N	A	Schempf	Y	N	A				
Everest	Y	N	A	Manning	Y	N	A	Sigman	Y	N	A				
VOTING RESULTS		Individual Votes cast by Board Members (Yes, No, Abstain)													
No Abstentions															
The Board voted to approve the Strategy 9.2 RFA/Title IV-B2 Fund proposal.															

DISCUSSION ITEM		New Board Application for the Linn County Business Representative													
Crystal Harris has applied to be the Linn County Business Representative, and the Board was asked to approve her application. This application came from some outreach by Julie Manning. Crystal is highly recommended.															

DISCUSSION VOTE		New Board Application for the Linn County Business Representative													
The Board was asked to approve Crystal Harris's application for the Linn County Business Representative.															
Motion: Jeff Davis															
2 nd : Laura Farmer															
Brown	Y	N	A	Farmer	Y	N	A	Martinelli	Y	N	A	Smith	Y	N	A
Burke	Y	N	A	Hall	Y	N	A	Miller	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Jones	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Koehne	Y	N	A	Schempf	Y	N	A				
Everest	Y	N	A	Manning	Y	N	A	Sigman	Y	N	A				
VOTING RESULTS		Individual Votes cast by Board Members (Yes, No, Abstain)													
No Abstentions															
The Board voted to approve Crystal Harris's Linn County Business Representative seat application.															

DISCUSSION ITEM		Regional Assessment Webinar													
The Regional Assessment Webinar information in the Board packet was discussed. The opportunity for Governance Council will be Wednesday, May 18th, from 11 – 12:30. Board Members Lynette, as CCR&R Director, and Stephany for Head start, will be participating. They will be walking through the toolkit and showing how the system works.															
Currently, our strategic plan and work plan are due before the regional assessment. Hub leaders discussed their concerns in this workgroup and shared that regional assessment should be driving the strategic plan, which then drives the work plan. The state may modify the timeline of the deliverables to put the items in a more logical order.															
If Board members are interested in participating, please contact Kristi. Having many voices will be valuable.															

DISCUSSION ITEM		Proposed Governing Board Terms													
Board members were informed that sitting Board members have the option to renew their seats at the end of their term. They are not required to reapply. Board terms typically end and rotate, but due to Covid, that process was delayed.															
Board seat terms, based on current service, are posted in the Board Packet.															
Julie Manning will be retiring soon. Melissa will be taking that seat for IHNCCO and has volunteered to be co-chair with Board approval.															
The Board expressed appreciation for the structure of this information. May will be the last meeting for Lorena Reynolds, and Board members are encouraged to consider who would make a good candidate for that seat.															

PROGRAM UPDATE	Pollywog Update
<p>LeAnne shared the Pollywog updates and analytics for the database, website, newsletter, and social media.</p> <p>The Pollywog YouTube channel is available again. We PowToons in English and Spanish for both parents and partners.</p> <p>Pollywog is recruiting a third parent blogger.</p> <p>We plan a special Father's Day blog post and are also asking for Fathers to share some of their experiences with us.</p> <p>Pollywog currently has 25 Linn County partners, 16 Lincoln County partners, and 20 Benton County partners.</p> <p>Pollywog has made a work plan styled after the one completed by the Early Learning Hub, and work has begun to ensure we are meeting our goals.</p> <p>Board expressed appreciation for the data and efforts of the Pollywog program.</p>	

PROGRAM UPDATE	Family Connects Update
<p>Connie offered Family Connects billing and insurance updates. The Board asked about who is doing the billing for the Family Connects. Connie explained that it goes through the County Health Departments.</p> <p>Connie shared updates on Family Connects provider engagement. They now get 5 minutes at monthly provider meetings to offer Family Connects updates and information. Connie has been doing direct outreach with clinic managers and staff.</p> <p>Connie shared updates on partner outreach. Last month she contacted Lincoln County WIC, First Christian Pre-Primary, One2Another, and Linn County CASA. A recent partner workshop on creating and maintaining an agency's 211 listing was successful. There are plans to hold this workshop regularly.</p> <p>Connie shared Family Connects program analytics.</p> <p>The Board asked about the challenges of getting the Family Connects program up and running and well-funded. IHN is requesting more information about getting reimbursement from commercial carriers. Melissa will meet with LeAnne and Connie at a later time to discuss this in more detail. Connie and LeAnne are meeting with Gretchen Hammer and will include Melissa in that meeting. Each of the counties are meeting with LeAnne to discuss billing issues separately, so Melissa may want to attend those meetings to get a local perspective.</p> <p>The Board asked if there was anything that the IHC could do to help engage Samaritan providers with the Family Connects program. Connie said that meetings with Samaritan providers and clinic managers have been going well, but additional connections would be appreciated. Melissa will meet with Connie at a later time.</p>	

PROGRAM UPDATE	Coordinated Enrollment Update
<p>Antonia shared the current data for Preschool Promise, including applications received, new eligible children, number of open slots, and percentage of providers at capacity.</p>	
<p>The Early Learning Hub is currently waiting for the new year Preschool Promise applications to be released, and then we will launch. Antonia previewed the new preschool promise application and the additional questions that the Early Learning Hub can ask parents on that form. We have been thinking ahead and adding features to the application to help meet our record-keeping requirements. The changes for the new version are detailed in the Board packet on page 25.</p>	
<p>Kristi shared that the Early Learning Division has revised the date for when we will receive the Preschool Promise enrollment manual several times. It was initially expected on March 18th, and now it's April 20th. We have been proactively working on having everything ready to go live as soon as they tell us that we can start taking applications. Antonio has been focused on building automation into this work so that should we get the expansion of up to 260 slots, our team is able to manage that workflow and capacity.</p>	
<p>The Board asked if the Preschool Promise forms work well on a smartphone and if this aspect of accessibility has been considered. Antonia answered that yes, the form is mobile-friendly Documents can be added by phone. Kristi shared that the form may actually be easier on a smartphone because it is very simple to upload photos of documents instead of needing to scan documents if accessed through a desktop.</p>	
<p>New preschool promise promotional materials were shared. A preview of the new billboard was also shared. The digital billboard will be on Hwy 34 beginning May 2nd.</p>	

PUBLIC COMMENT	
<p>There was no public comment for today's meeting. Patience Foster, a member of the public observing this meeting, was acknowledged.</p>	

NEXT MEETING	2:00 pm, May 5, 2022 Online via Zoom
MEETING ADJOURNED	3:53 pm